



798 SOUTH MARSHALL
MARSHFIELD, MO. 65706

telephone 417-468-2310 fax 417-468-5267
www.marshfieldmo.gov

***REQUEST FOR QUALIFICATIONS
PROFESSIONAL ENGINEERING SERVICES***

The City of Marshfield, Missouri, requests qualifications the following services related to a new interchange on I-44 in the vicinity of Mile Marker 103.0 in the Marshfield area.

- right of way services;
- environmental services;
- survey services;
- geotechnical services;
- grant writing and administration;
- Significant amount of public involvement;
- contract preparation and award recommendations;
- construction management;
- site plan review;
- preliminary engineering services;
- subsequent engineering design services;
- subsequent final design through construction engineering services; and
- construction inspection services.

Funding sources for this transportation project has not yet been fully determined at this time. It is anticipated, however, that this project may be financed by a combination of local, state and federal funding programs.

It is required that any firm submitting a proposal be prequalified with MoDOT and listed in MoDOT's Approved Consultant Prequalification List. Any submitting firm that is not prequalified with MoDOT and listed in MoDOT's Approved Consultant Prequalification List will be considered non-responsive.

This project will require participation of one or more DBE firms to meet a minimum DBE goal of fourteen percent (14%). DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. DBE firms are encouraged to submit a proposal as prime consultants.

To be considered firms must submit ten (10) hard copies and one pdf copy of their proposal. Each submitted proposal must include a minimum of the following with submittals to be ten (10) pages or less:

1. The specialized experience and technical competence of the firm with respect to transportation improvements and other areas as listed herein;
2. Experience with transportation projects utilizing different local, state and federal transportation funding programs;
3. The firm's experience with cities with populations of 10,000 or less;

4. The capacity and capability of the firm to perform the work in question, including specialized services;
5. The firm's most three recent projects in each specialty;
6. A list of individuals that are available to work on the projects and their qualifications;
7. The firm's history of completing related projects on time and on budget;
8. The firm's accuracy in estimating project costs;
9. The firm's client references for similar engineering services provided in the past five years (minimum five references with local government preferred); and
10. Any other information that your firm believes to be relevant.

The Affidavit of Compliance and the E-Verify MOU is required from consultant(s) submittal is required for both RFQs and RFPs." Please see the State Code of Regulations at <http://ago.mo.gov/faqs/unauthorized-alien-workers.htm>.

15 CSR 60-15.020 Form of Affidavit, states "Any bid or response to a request for proposal (RFP) for award of any contract for services or grant in excess of five thousand dollars (\$5,000) by the state or by any political subdivision of the state to a business entity, or application by any business entity to receive a state-administered or subsidized tax credit, tax abatement, or loan from the state, shall be accompanied by an affidavit containing the following:

A statement that the business entity has enrolled in, and is currently participating in, E-Verify, a federal work authorization program"

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection.

Experience and Technical Competence	40 points
Capacity and Capability	30 points
Past Record of Performance	20 points
Experience working with cities of a population of 10,000 or less	10 points

Once the most qualified firm(s) are selected, a cost for engineering will be negotiated separately and costs/payments associated with each will be clearly defined. Following execution of a contract the issuance of a notice to proceed by the City for each transportation project shall be contingent upon the establishment and commitment of all project funds.

Ten (10) hard copies and one (1) electronic pdf copy of the firm's submittal must be received at the City of Marshfield City Hall, 798 S. Marshall, Marshfield, Missouri 65706, no later than 2:00 p.m. on **January 27, 2017**. Faxes or electronic submittals will not be accepted. For more information, please contact John Benson, City Administrator at jbenson@marshfieldmo.gov.

Following a review of the submittals received, interviews with selected shortlisted firm(s) will be held on either **February 9, 2017 and / or February 10, 2017**. Following completion of interviews, the interview panel will provide a recommendation to the Board of Aldermen for their consideration and action. It is anticipated that the Board of Aldermen will selection a firm at their meeting on **February 16, 2017**. Following selection of a firm by the Board of Aldermen a contract will be finalized and brought back to the Board of Aldermen for their approval at a subsequent meeting.

The City of Marshfield is not responsible for any costs associated with the preparation of this information. The City reserves the right to reject any informalities and to reject any or all submittals. Any submittal which includes costs of services for any portion of the project will be disqualified.